



BOARD OF SUPERVISORS MEETING  
MONDAY, SEPTEMBER 20, 2021  
6:30 PM

[Susan M. Adams](#), County Administrator

Board of Supervisors Meeting Room  
Carver-Price Education Complex  
171 Price Lane, Appomattox, VA 24522

[www.AppomattoxCountyVA.gov](http://www.AppomattoxCountyVA.gov)

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## BOARD OF SUPERVISORS

Call to Order  
Pledge of Allegiance  
Invocation - Mr. Carter  
Setting of Agenda

## CITIZEN PUBLIC COMMENT PERIOD

*This time is provided by the Board to allow citizens the opportunity to address the Board on issues of importance to the citizen. No individual citizen shall be permitted to address the Board for more than three (3) minutes.*

## APPEARANCES

*These scheduled times are provided by the Board to allow citizens and organizations outside the County Government to discuss matters of importance with the Board.*

1. [21-2118](#) **Mr. Michael Womack, Virginia Department of Forestry**  
Mr. Michael Womack, Forestry Manager for the Virginia Department of Forestry has requested to appear before the Board to present the Department of Forestry annual report and payment.  
Department: Board of Supervisors, Administration  
Documents: [Forestry in Appomattox County.pdf](#)

## PUBLIC HEARING (7:00 PM)

2. [21-2105](#) **Public Hearing\_Proposed Litter Ordinance**  
A duly advertised public hearing has been scheduled for the Appomattox County Board of Supervisors to receive comments on proposed amendments to Appomattox County Code, adding Section 13.5-1 Dumping trash, garbage or refuse. The amendment will create regulations making it unlawful for any person to dump or otherwise dispose of trash, garbage, refuse, litter, a companion animal for the purpose of disposal, or other unsightly matter, on public property, including a public highway, right-of-way, property adjacent to such highway or right-of-way, or on private property without the written consent of the owner thereof or his agent. Any person convicted of a violation shall be guilty of a misdemeanor punishable by confinement in jail for not more than 12 months and a fine for the first offense of not less than \$500.00 or more than \$1,000.00 and for any subsequent offense the fine shall be not less than \$1,000.00 or more than \$2,500.00. In lieu of confinement in jail, the Court may order community service in litter abatement activities.

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**STAFF RECOMMENDATION: After public comments are received and discussed, the Board will consider amending Appomattox County Code Section 13.5-1 Dumping trash, garbage or refuse, as presented.**

Department: Board of Supervisors, Administration  
Documents: [Proposed Litter Ordinance 08172021.pdf](#)

3. [21-2104](#)

**Public Hearing\_RZ210301-Danny Booker**

A duly advertised public hearing has been scheduled for the Appomattox County Board of Supervisors to receive comments on the following zoning petition:

**RZ210301- Danny Booker (property owner), Kenny Gobble (agent)** has requested to rezone property from R-1, Low-Density Residential Zoning District to A-1, Agricultural Zoning District. The property is located on the west side of Redbird Drive near the intersection of Mockingbird Lane, in the Bent Creek area. The parcel totals 1.0 acre and is identified as 567 Redbird Drive, Gladstone, VA. The Tax Map Identification Number is 5 (A) 78. The proposed use is residential. The property is designated as part of a Primary Conservation Area by the 2016 Comprehensive Plan.

At their August meeting, the Planning Commission voted 4-1 (Almond dissenting) to recommend approval of the rezoning request as presented.

**STAFF RECOMMENDATION: After receiving comments from the public, an ordinance has been prepared for your consideration, in accordance with the recommendation of the Planning Commission .**

Department: Board of Supervisors, Administration  
Documents: [Booker RZ210301 BoS Packet.pdf](#), [RZ210301 BOS Aprvl Ordinance.pdf](#)

**ACTION ITEMS**

4. [21-2126](#)

**Lynchburg Humane Society Lease Agreement**

After a Public Hearing was held on August 16, 2021, the Board tabled the LHS Lease Agreement to the September meeting to allow staff to obtain additional information on the cost of running the Appomattox Animal Shelter. At the Special Called meeting on September 8, 2021, the Board members were afforded an opportunity to tour the Appomattox Animal shelter and evaluate options for re-opening or continue lease with the Lynchburg Humane Society.

**STAFF RECOMMENDATION: After discussion, decide if renewal of the lease is in order or if the Board opts to operate a local shelter.**

Department: Board of Supervisors, Administration

5. [21-2127](#)

**Concealed Handgun Permit Resolution**

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Mr. Hinkle requested the Board's review and consideration for adoption the attached Concealed Handgun Permit Fee Reduction Resolution.

**STAFF RECOMMENDATION: After discussion and if a motion is in order, move to adopt the Concealed Handgun Permit Fee Reduction Resolution authorizing and supporting the Sheriff's request to the Court.**

Department: Board of Supervisors, Administration  
Documents: [Resolution-Reducing Fees for Concealed Handgun Permit.pdf](#)

6. [21-2106](#)

**Schedule Public Hearing-Comprehensive Plan Update**

The Appomattox County Planning Commission has been reviewing and updating the Appomattox County Comprehensive Plan for the past year. At the September regular meeting of the Planning Commission, a public hearing was held on proposed updates to the plan. No comments were received and the Planning Commission voted unanimously to recommend the updates to the Board of Supervisors for inclusion in the plan. In summary, the updates include Chapter 1-Goals and Objectives, has been updated and expanded in the areas of Growth Management, Transportation, Housing, Economic Development, Natural Environment and Historic Preservation. In Chapter 3- Growth Management, the Future Land Use Map has been amended to reflect a growth pattern anticipated through the planning horizon year of 2045. Suburban Growth Areas (SGA) are anticipated to continue to infill adjacent to the Town of Appomattox, while Primary Growth Areas (PGA) are anticipated along or near Richmond Highway through the Spout Spring and Concord areas. Rural Transition Areas (RTA) compliment the growth areas, as well as the primary transportation corridors. A RTA has been added adjacent to the western edge of the Town of Pamplin.

Please authorize staff to schedule and advertise a Public Hearing for Monday, October 18, 2021 at 7:00 p.m. to receive comments on the proposed updates to the Comprehensive Plan.

**STAFF RECOMMENDATION: Authorize staff to schedule and advertise a Public Hearing for Monday, October 18, 2021 at 7:00 p.m. to receive comments on the proposed updates to the Appomattox County Comprehensive Plan.**

Department: Board of Supervisors, Administration

7. [21-2125](#)

**Children's Services Act**

Please supplement by consent and appropriate the following to the **FY 2021 Operating Budget:**

5310-3001 Professional Services **\$124,991.92**

RE: Additional local funds needed to cover FY 2021 CSA expenditures.

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Department: Board of Supervisors, Administration  
Documents: [CSA FY 2021 Expenditures.pdf](#)

8. [21-2120](#)

**Historic Appomattox Railroad Festival Parade**

Attached for the Board's consideration is an invitation to participate in the annual Historic Appomattox Railroad Festival parade scheduled for Saturday, October 9, 2021 at 10:00 a.m.

**STAFF RECOMMENDATION: Please discuss so that staff can notify the parade organizers.**

Department: Board of Supervisors, Administration  
Documents: [Railroad Festival Parade.pdf](#)

9. [21-2116](#)

**Appomattox Community Center Rental Refund**

Mrs. Anne Dixon, Parks & Recreation Director is requesting the Board's approval to refund Kelsey Kidd, \$175.00 for a rental at the Community Center. The event was cancelled due to COVID.

Department: Board of Supervisors, Administration  
Documents: [Community Center Rental Refund Request.pdf](#)

10. [21-2121](#)

**Appomattox County Public Schools - Re-Appropriation Request from FY 2021 to FY 2022**

At the August, 2021 meeting, the Board tabled the re-Appropriation request from the School pending a breakdown of CIP expenditures. Attached for your review is the CIP expenditures provided by the School.

**STAFF RECOMMENDATION: If the motion is in order, please consider approval of Dr. Bennett's re-appropriation request of Fund 3 School Capital Improvement Fund \$909,263.06 and Fund 6 School Textbook Fund \$108,716.57 totalling \$1,017,979.63 to the FY 22 budget.**

Department: Board of Supervisors, Administration  
Documents: [School CIP Expenditures.pdf](#)

**COMMITTEE APPOINTMENTS**

11. [21-2122](#)

**Board of Zoning Appeals Appointment**

At the August, 2021 meeting, the Board table to the September, 2021 meeting the Board of Zoning Appeals appointment nomination for recommendation to the Judge. This position will fill the unexpired term of James Cheatham, ending June 30, 2022. Attached for your review is an application for citizen service from Ms. Darlene F. Reed.

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**STAFF RECOMMENDATION: Consider application for citizen service from Ms. Darlene F. Reed and submit nomination to the Judge for an appointment to fill the vacancy on the Board of Zoning Appeals.**

Department: Board of Supervisors, Administration  
Documents: [Application for Citizen Service.pdf](#)

12. [21-2107](#)

**2021 Redistricting Overview and Committee Appointments**

The local 2021 Redistricting efforts will kick off shortly with the pending release of the redistricting data by the Census Bureau no later than September 30, 2021. In past redistricting efforts, the Board of Supervisors has appointed a Redistricting Committee, as an advisory board, to review the demographic information, make adjustments to the local voting districts in accordance with the guidelines/data, and then provide a recommendation to the Board of Supervisors. Staff recommends following a similar process as past redistricting efforts. The committee would be comprised of Two (2) members of the Board of Supervisors, one (1) member from each Town Council (Appomattox & Pamplin), two (2) citizens at large, the General Registrar, the County Administrator and the Director of Community Development.

**STAFF RECOMMENDATION: Please consider establishing the 2021 Redistricting Committee as described above.**

Department: Board of Supervisors, Administration  
Documents: [Memo BoS Redistricting Committee09202021.pdf](#)

**CONSENT AGENDA**

*The Consent Agenda includes approval of all Bills, Minutes, Supplemental Appropriations, Line Item Transfers, and Fund Transfers. Any item on the Consent Agenda shall be removed from the Consent Agenda at the request of any Board member prior to the vote on the Consent Agenda. Items removed from the Consent Agenda shall be considered by the Board individually in order in which they were removed from the Consent Agenda immediately following consideration of the Consent Agenda.*

13. [21-2108](#)

**Invoices Submitted for Payment**

Please review the attached invoices and approve for payment:

September 16, 2021 - FY 2021	\$7,587.47
<b>TOTAL - FY 2021</b>	<b>\$7,587.47</b>
September 3, 2021 - FY 2022	\$36,487.00
September 17, 2021 - CSA FY 22	\$162,605.86
September 20, 2021 - FY 2022	\$149,424.29
<b>TOTAL - FY 2022</b>	<b>\$348,517.15</b>

STAFF RECOMMENDATION: Please review and consider approval of the attached invoices for payment.

Department: Board of Supervisors, Administration  
Documents: [Invoices Submitted for Payment.pdf](#)

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14. [21-2109](#) **Minutes**  
Please review and adopt the following DRAFT minutes for approval:  
August 16, 2021 Regular Board of Supervisors Meeting  
September 8, 2021 Special Called Board of Supervisors Meeting  
  
Department: Board of Supervisors, Administration  
Documents: [August 16, 2021 BOS Meeting Minutes.pdf](#), [Sept. 8, 2021 BOS Special Called Mtg Minutes.pdf](#)
15. [21-2117](#) **Children's Services Act (CSA)**  
Please supplement by consent and appropriate the following to the **FY 2021 Operating Budget**:  
5310-3001 Professional Services **\$4,397.41**  
RE: Reimbursement from DSS for services provided by CSA in FY 2021.  
**STAFF RECOMMENDATION: No new local funds are required.**  
Department: Board of Supervisors, Administration
16. [21-2113](#) **Sheriff's Department**  
Please supplement by consent and appropriate the following:  
3102-1002 Overtime \$542.62  
3102-5408 Vehicle Equip/Gas Supplies \$2,718.75  
**TOTAL \$3,261.37**  
RE: Reimbursement from the School Board for security performed by deputy at High School sport games (\$542.62); Reimbursement from Wayne Alegre for a tow of a Honda dirt bike (\$202.00); Reimbursement from VACORP to repair damages for a 2016 Dodge Charger (\$2,516.75).  
**STAFF RECOMMENDATION: No new local funds are required.**  
Department: Board of Supervisors, Administration
17. [21-2124](#) **Sheriff's Department - DCJS COVID Grant**  
Please supplement by consent and appropriate the following:  
3102-5815 DCJS COVID Grant **\$50,000.00**  
RE: COVID grant funds received from DCJS.  
**STAFF RECOMMENDATION: No new local funds are required.**  
Department: Board of Supervisors, Administration
18. [21-2119](#) **Public Utilities - Waterline**  
Please supplement by consent and appropriate the following:  
082-1800- Electric Services \$275.52  
5101
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082-1800-5203	Telecommunications	\$54.14
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<b>TOTAL:</b>	<b>\$329.66</b>
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RE: Reimbursement from the Town of Appomattox for July, 2021 waterline electrical and telecommunication services.

**STAFF RECOMMENDATION: No new local funds are required.**

Department: Board of Supervisors, Administration

19. [21-2114](#)

**J. Robert Jamerson Memorial Library**

Please supplement by consent and appropriate the following:

7301-5401	Office Supplies	\$876.70
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7301-5411	Books	\$312.98
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<b>TOTAL</b>	<b>\$1,189.68</b>
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**STAFF RECOMMENDATION: No new local funds are required.**

Department: Board of Supervisors, Administration

20. [21-2115](#)

**Department of Social Services**

Please supplement by consent and appropriate the following:

5301-2002	VRS	\$13,865.33
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5301-2006	Group Life	\$1,015.89
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5301-2002	ICMA-RC	\$1,512.29
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<b>TOTAL:</b>	<b>\$16,393.51</b>
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RE: Reimbursement from DSS for August, 2021 payroll deductions.

**STAFF RECOMMENDATION: No new local funds are required.**

Department: Board of Supervisors, Administration

**ITEMS REMOVED FROM CONSENT**

**ATTORNEY'S REPORT**

**ADMINISTRATOR'S REPORT**

**REPORTS AND INFORMATIONAL ITEMS**

21. [21-2111](#)

**A National Day of Remembrance for Murder Victims 2021**

Attached for the Board's review is an invitation inviting the Board to attend a "A National Day of Remembrance for Murder Victims 2021" to be held on Friday, September 24, 2021 at the Appomattox Inn and Suites.

Department: Board of Supervisors, Administration

Documents: [National Day of Remembrance for Murden Victims 2021.pdf](#)

22. [21-2110](#)

**School - Financial Reports**



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Attached for your review is the July and August, 2021 month-end financial reports from Dr. Bennett, Division Superintendent and Bruce McMillan, Director of Finance.

Department: Board of Supervisors, Administration

Documents: [School-July, Aug 2021 Financial Reports.pdf](#)

23. [21-2123](#)

**The Good Samaritan Clothing Exchange**

Attached for the Board's review is a letter from The Good Samaritan Clothing Exchange Board thanking the County for allowing them to use the Old Elementary School building for almost 11 years.

Department: Board of Supervisors, Administration

Documents: [Good Samaritan Clothing Exchange.pdf](#)

**SUPERVISOR CONCERNS**

*This time is for individual Board members to share information with other members of the Board and the public. Items presented under this heading requiring action will be for a future meeting agenda or to request additional information from staff members. No item presented under this heading shall be acted upon at this meeting without the unanimous consensus of the Board.*

**CLOSED SESSION**

**UPCOMING MEETINGS**

**Monday, October 18, 2021 @ 6:30 PM**

Regular Scheduled Meeting

Board of Supervisors Meeting Room

171 Price Lane, Appomattox, Virginia

**ADJOURNMENT**